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BALTIMORE WELCOMES YOU

The Mid-Atlantic Regional Archives Conference celebrates its fifteenth anniversary at the same time the nation celebrates the bicentennial of the United States Constitution. The Spring 1987 meeting features a talk by congressman Philip Crane entitled "Celebrating Our Documentary Heritage" and a MARAC anniversary dinner reception at the new Maryland Hall of Records in Annapolis. Special displays presenting ideas to commemorate the constitution bicentennial will be exibited during the reception.

Frank Evans, our plenary session speaker, will speak on "Our Changing Archival Perspectives: Archives in Transition." The program and local arrangements committees are excited about the Spring Meeting in Baltimore. Share in their excitement. Plan now to attend.

SAA EDUCATION CONFERENCE

On February 12-14, the Society of American Archivists held an Education Conference in Savannah, Georgia in an effort to further the discussion of issues relating to SAA's education initiatives. The conference funding was part of a three-year Mellon Foundation grant to support SAA's reassessment of the profession's educational needs and priorities. Specifically, the conference dealt with the area of post-employment educational opportunities for archivists.

The conference was attended by the SAA officers, the chairs of certain SAA Task Forces, representatives of several major academic programs, members of the advisory committee for the project, and representatives of several of the regional organizations, including MARAC. Susan E. Davis was the MARAC representative; other MARAC members who attended included Richard Cox, John Fleckner, Linda Henry, William Joyce, Sr. Rosalie McQuaide, Avra Michelson, Trudy Huskamp Peterson, Fred Stielow and Tom Wilsted.

The meeting was divided into several sessions, each beginning with a presentation focusing on a specific area, followed by general discussion. Fred Stielow presented the results of an SAA survey on educational needs; Mary Jo Pugh examined priorities for continuing education; and Terry Eastwood spoke about marshalling resources for continuing education. The representatives of each of the regionals outlined locally developed goals and activities. On the last day, small working groups focused on specific questions concerning planning and implementation of educational offerings.

Tim Ericson, SAA's new Education Officer, will have the responsibility of setting out a program that incorporates the points raised at the conference.

For more information about MARAC's Education/Outreach Committee, contact Susan E. Davis, Rare Books and Manuscripts Division, Room 324, New York Public Library, Fifth Avenue at 42nd Street, New York, NY 10018.

NEWS NOTES

ARCHIVES AND MUSEUM INFORMATICS FORMED

Archives and Museum Informatics (AMI) was formed in 1986 to conduct research, sponsor technical education programs and publish information pertaining to archives and museum information systems and services.

AMI offers a full range of archival and museum information management consulting services. It conducts research on information products with potential implications for archives and museums both under contract and in conjunction with its on-going technical report series. It provides impartial advice on the selection and implementation of automated systems and on the management of information exchange networks.

AMI also offers a variety of seminars/workshops on aspects of technology management for archive and museum administrators. In 1987 the topics offered as three-day courses are: Planning and Implementing Automated Collections Management; Authority and Vocabulary Control in Archives and Museums; and Strategic Planning for New Technologies. Public seminars will be held in Pittsburgh; customized workshops can be arranged at sponsor's site.

For further information about AMI and its services, contact David Bearman, 5600 Northumberland Street, Pittsburgh, PA 15217.

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CHINA STUDY TOUR

Marjorie Li and Susan Swartzburg of Rutgers University Libraries are planning a China Study Tour in September 1988 in conjunction with the International Federation of Library Associations (IFLA) Conference in Sydney, Australia, and the International Institute for Conservation's Triennial Conference in Kyoto, Japan.

The study tour is limited to 20 people and participants will be expected to prepare a lecture on their activities or on an aspect of preservation/conservation which will be presented to colleagues and library school students in China.

The cost for the study tour, including air fare from San Francisco to Sydney, Hong Kong and Osaka, two nights in Hong Kong and all travel in China, and the IFLA and IIC conferences should be approximately $4,000. For further details about the tour and a complete itinerary, contact Swartzburg or Li at Alexander Library, Rutgers University, New Brunswick, NJ 08903; telephone (201) 932-8573.

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LC RECEIVES FIRST LETTER CONCERNING CONSTITUTION

On February 20, 1987, The Library of Congress received a 200-year-old letter considered the first document of the Constitution. It is a 25-line message to the thirteen state governors from Charles Thomson, secretary of the Continental Congress, summoning delegates to draft a constitution. It was found among the effects of publisher William Randolph Hearst, Sr. Only three others are known to exist.

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NHPRC ARCHIVAL ADMINISTRATION FELLOWSHIPS

The National Historical Publications and Records Commission encourages interested mid-career archivists to apply for a Commission fellowship in archival administration. Jointly funded by the Commission and the Andrew W. Mellon Foundation, these three fellowships will provide advanced administrative training in archives. They carry a $21,000 stipend and up to $4,200 for fringe benefits, for a nine- to ten-month period beginning between August and October 1987. Applicants should have at least three years' archival work experience and have completed the equivalent of two semesters' full-time graduate work in a program including an archival education component.

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NHPRC GRANT RECIPIENTS IN THE MID-ATLANTIC REGION

Archivists in Religious Institutions and the American Bible Society, New York, NY: support for a two-year project to improve professional skills and archival programs at religious archives in the greater New York City area through a coordinated program of technical assistance.

American Home Economics Association, Washington, DC: support for a consultant to advise on surveying and scheduling current records, appraising permanent records, and undertaking preservation measures.

International Brotherhood of Teamsters, Washington, DC: support for consultation on developing an archival program for the nation's second largest labor union.

American Field Service International/Intercultural Programs, New York, NY: support for a two-year project to develop an archives and records management program.

City of Richmond, VA: support for consulting services relating to development of a city archives and records management program.

Fellowship application forms should be requested from the NHPRC, National Archives Building, Washington, DC 20408; telephone (202) 523-5386. The forms must be completed and returned to the Commission by May 15. As part of the application process, applicants may request a copy of the full fellowship prospectus of those host institutions in which they are interested.

The three host institutions for 1987/1988 are the California State Archives, Louisiana State University, and the University of Minnesota Immigration History Research Center.

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ARCHIVISTS' CALENDAR

The Columbia University School of Library Service will once again host a summer Rare Book School that includes one-week courses in subjects of interest to those who work with manuscripts. Some of the courses offered are History of European and American Papermaking; Italian Humanistic Manuscripts of the 15th Century; Rare Materials in Music, 1500-1900; Scholarly Editions; Strategies for Special Collections; Microcomputer Applications for Special Collections; Curatorship of Non-Book and Museum Objects in Special Collections; Introduction to Photography Curatorship; and Building 20th-Century Literary Collections. There are 24 courses to be given during the month of July, 1987. For further information on the program and campus housing, contact School of Library Service, Columbia University, 516 Butler Library, New York, NY 10027.

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The Association of Jewish Libraries will hold its next annual convention at the Holiday Inn in Livingston, NJ, June 21-24, 1987. Included among the many activities will be an archives workshop, a session on preserving synagogue records, and a session on forgeries. For further information, contact the Association of Jewish Libraries, National Foundation for Jewish Culture, 122 East 42nd Street, Room 1512, New York, NY 10168.

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The Reeder works, c.1887 —*Maryland Historical Society*

MARAC STEERING COMMITTEE
BALTIMORE, MD
5 FEBRUARY 1987

Attending: Robert Morris, Denis Sennett, S.A., Greg Hunter, Lauren Brown, Mary Wolfskill, Lee Stout, Elaine Engst, Paul Hensley, Roy Tryon, Jodi Koste, Rebecca Ebert, Leslie Hansen Kopp, Ron Becker, Laurie Baty, and Gerry Yeager.

Robert Morris called the meeting to order.

Previous Minutes: The minutes of the previous meeting were approved with one addition under *Publications Committee*: The Publications Committee must give the Steering Committee one month's notice for any matters to be acted on.

Chairman's Report: Robert Morris reported that a letter of protest was sent to the Charlottesville Omni Hotel. Further communications will be sent, but no legal action will be pursued.

Robert Morris reported that the Membership Committee met on November 14, 1986 to discuss the mandate and policies of the committee.

Robert Morris announced that the certificates which are past due are being awarded. He asked to be informed if any have been overlooked.

Secretary's Report: Denis Sennett, S.A. distributed the following report on the current membership:

CAUCUS	PAID MEMBERSHIP	LAST YEAR'S MEMBERSHIP
Delaware	9	16
District of Columbia	75	101
Maryland	65	141
New Jersey	43	74
New York	183	233
Pennsylvania	130	171
Virginia	84	163
West Virginia	9	13
Others	80	
Total	678	912

The second notice to unpaid members was mailed February 1, 1987.

Treasurer's Report: Greg Hunter distributed the financial report. Elaine Engst moved and Denis Sennett, S.A. seconded that the fiscal year be changed to the calendar year, January through December. The motion was passed. Greg Hunter reported that all of the documents for incorporation have been signed and that Richmond Williams will be our contact person.

Greg Hunter and Denis Sennett, S.A. commented on the high cost of sending new members our past publications and newsletters and on the advisability of continuing this practice.

Nominating Committee: Jodi Koste reported that two openings on the slate for 1987 have not been filled. Inquiries are still being made for those positions.

Local Arrangements and Program Committee Reports: Laurie Baty and Gerry Yeager reported on the progress being made on the Spring meeting to be held at the Belvedere Hotel, May 7-9, 1987.

Robert Morris reported for Fred Armstrong on the Fall meeting to be held in Charleston, WV, October 15-17, 1987. Mary Wolfskill reported on the program, "Archives: The Living Constitution".

Although the situation needs to be improved upon, the practice of holding a meeting for new members will be continued in Baltimore and Charleston. It was suggested that a special name tag be given to new members.

Newsletter: Ron Becker and Leslie Hansen Kopp reported on some of the problems that they are encountering with the publication of the newsletter. They will submit a proposal to change production methods to the Publications Committee before the next Steering Committee meeting.

Richard Steele has been appointed Advertising Editor for the newsletter beginning with the Summer 1987 issue.

Arline Custer Award: A suggestion to open submissions or nominations to non-members was discussed and will be submitted for consideration for the committee manual.

Committee Manual: Greg Hunter reported on the manual. Rather than voting on each section, the report was examined as a whole. The suggestions offered will be incorporated before presenting the manual to the membership.

A proposal to make Nominating Committee members ineligible to be candidates for office was submitted for consideration in the committee manual.

Jodi Koste moved and Greg Hunter seconded that the proposed guidelines for the manual, although not officially approved, be followed for the West Virginia meeting. The motion was passed.

Executive Session: The Steering Committee met in a closed session before adjourning.

Next Meeting: May 7, 1987 5 P.M., Belvedere Hotel, Baltimore, MD.

Respectfully submitted,
Denis Sennett, S.A., Secretary

MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE
TREASURER'S REPORT, 1986/87 FISCAL YEAR
THIRD QUARTER - DECEMBER 1, 1986 TO FEBRUARY 28,1987

Item	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	Budget %
Income							
Membership Dues	8,950.00	235.00	5,263.00	2,356.00		7,860.00	87.82
Publication Sales	250.00	61.50	2.00	114.50		178.00	71.20
T-Shirt Sales	25.00	30.00	0.00	0.00		30.00	120.00
MAA Advertising	500.00	75.00	0.00	0.00		75.00	15.00
Bank Interest & Credits	800.00	111.58	155.54	176.07		443.19	55.40
Pa. Abolition Society	500.00	0.00	0.00	0.00		0.00	0.00
Conference	1,750.00	0.00	3,992.49	3,485.19		7,477.68	427.30
	12,775.00	513.08	9,419.03	6,131.76	0.00	16,063.87	125.74
Expenses							
Secretary	200.00	0.00	165.97	60.00		225.97	112.99
Sterring Committee	1,250.00	770.00	0.00	540.75		1,310.75	104.86
Nominating Committee	650.00	0.00	0.00	104.00		104.00	16.00
Publications Committee	200.00	0.00	0.00	89.00		89.00	44.50
State Caucuses	850.00	26.00	57.30	146.65		229.95	27.05
Newsletter	6,250.00	1,555.35	1,448.00	1,515.81		4,519.16	72.31
Technical Leaflets	400.00	0.00	0.00	0.00		0.00	0.00
Technical Leaflets Reprint	600.00	0.00	0.00	0.00		0.00	0.00
Anniversary Volume	100.00	0.00	0.00	0.00		0.00	0.00
Custer Award	100.00	0.00	0.00	0.00		0.00	0.00
Finding Aid Award	100.00	0.00	0.00	0.00		0.00	0.00
Pa. Abolition Society Awa	500.00	0.00	0.00	0.00		0.00	0.00
Nat'l Coordinating Comm	200.00	0.00	0.00	0.00		0.00	0.00
Membership Renewal	550.00	160.00	334.44	0.00		494.44	89.90
Mailing List Maintenance	150.00	34.76	0.00	88.17		122.93	81.95
Post Office Permit	50.00	0.00	0.00	50.00		50.00	100.00
Bank Charges	75.00	4.00	10.00	4.00		18.00	24.00
Membership Directory	0.00	225.85	0.00	0.00		225.85	ERR
Agresto Committee	0.00	164.56	0.00	0.00		164.56	ERR
Conference Advances	0.00	500.00	0.00	546.00		1,046.00	ERR
Finance Committee	0.00	106.00	0.00	000		106.00	ERR
Membership Devel. Comm.	0.00	0.00	177.50	106.50		284.00	ERR
Publications Mailings	0.00	0.00	70.34	0.00		70.34	ERR
Task Force on Comm.	0.00	60.00	0.00	0.00		60.00	ERR
	12,225.00	3,606.52	2,263.55	3,250.88	0.00	9,120.95	74.61

Summary		Fund	Opening	Credits	Debits	Closing
OpeningBalance	17,153.13					
Income	6,131.76	Current	6,062.04	6,131.76	3,250.88	8,942.92
Expenses	3,250.88	Endowed	2,500.00	500.00	0.00	3,000.00
		Reserve	8,591.09	0.00	500.00	8,091.09
Closing Balance	20,034.01	Surplus	0.00	0.00	0.00	0.00
			17,153.13	6,631.76	3,750.88	20,034.01
Checking	2,012.17					
Money Market	8,021.84					
Certif. of Deposit	10,000.00					
	20,034.01					

STATE AND LOCAL NEWS

DELAWARE

Thirty-one original documents relating to Delaware's part in the adoption of the Federal Constitution, 1787-1788, will be on display in two separate exhibits during 1987. One will be a travelling exhibit, entitled "The First Signal: Delaware Ratifies the Constitution" which will visit eighteen sites throughout the state. The other exhibit, "Constitution Documents of the First State," will be located at the Visitors Center in Dover. The documents in both exhibits have been drawn from the constitutional-era holdings in the Delaware State Archives.

The travelling exhibit includes the original ratification document establishing Delaware's reputation as the first state to ratify the constitution, as well as items relating to Delaware's support of the Constitutional Convention in Philadelphia, election of delegates to the Ratification Convention in Dover, and communications from the Continental Congress. The Visitors Center exhibit includes such documents as the instructions to Delaware's delagates to the Constitutional Convention, a draft of the call for election of delegates to ratify the Constitution, Governor (then President) Thomas Collings' charge to the Ratification Convention, testimony on Sussex county election riots in 1787, and Delaware's state Constitution of 1792, which in some ways reflected the Federal Constitution of 1787. Though designed to stand separately, the exhibits complement each other and together give a full picture of Delaware's forward-looking action in support of the new government. By way of introduction and interpretation, a brochure will accompany the traveling exhibit and a twenty-eight page booklet will be available for the Visitors Center exhibit.

For further information, contact the Hall of Records, P.O. Box 1401, Dover, DE 19903.

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The Delaware State Archives Guide Project, funded in part by a grant from the NEH, is utilizing an in-house system rather than continuing with its SPINDEX program. The Archives' SPINDEX data is now being managed on an upgraded IBM/PC employing a WordPerfect program. To accomplish the changeover, the state computer center converted the Archives' existing SPINDEX data file to an ASCII text file written on diskettes. The resulting output from the IBM/PC looks very much like SPINDEX printouts, but with lines that are 80 characters long, more like a printed page. In-house control will facilitate editing, updating, and publication. Since the WordPerfect program is SPINDEX-compatible, Delaware will still be able to convert to the MARC format for later participation in RLIN or OCLC. For further information, contact Joanne Mattern, Deputy State Archivist, (302) 736-5318.

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DISTRICT OF COLUMBIA

A documentary history of the Library of Congress will be published on microfiche in early 1987 by Congressional Information Service, Inc. (CIS). The project is being developed with guidance from the Center for the Book in the Library of Congress. John Y. Cole, director of the Center for the Book, is the editor. Encouraging the historical study of books and the printed work is one of the principal aims of the Center for the Book, which was established in 1977.

The CIS history will contain a wide range of documents illustrating the Library's growth and development into a unique institution that serves the US Congress, the American people, and the international world of learning, It will draw on original materials in the Library of Congress Archives dating from the Administration of John Beckley, the first Librarian of Congress, to the administration of the current Librarian, Daniel J. Boorstin. The collection will include annual reports of each Librarian of Congress, all major printed book catalogs issued by the Library in the 19th Century, and a large selection of other printed and pictorial materials. It will total more than 40,000 printed pages and be reproduced on approximately 450 archival-quality microfiche. A printed guide to the collection, with an introduction by Dr. Cole, will accompany the microfiche.

For information about ordering the Library of Congress documentary history collection, write the Congressional Information Service, Inc., 4520 East-West Highway, Bethesda, MD 20814.

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The Smithsonian Instituion's National Museum of American History has opened a year-long exhibition, "Field to Factory: Afro-American Migration, 1915-1940" which tells of the "Great Migration" of blacks from the South to the North.

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MARYLAND

The records of the National Information Standards Organization (NISO) have been deposited at the University of Maryland College Park Archives.

The National Information Strandards Organization (previously known as the American National Standards Committee) is a non-profit, private-sector association which develops and promotes voluntary technical standards in library sciences, publishing, bookselling, preservation of library materials, indexing, and other information services.

The NISO Archives document the organization's historically important work from its inception in 1939 to recent times. Included in the archives are records of the activities of NISO standards committees which were engaged in writing drafts of standards and records of NISO's involvement in international standards development. In addition, the archives contain administrative and financial records, minutes of board meetings, correspondence, membership records, and papers of selected officers.

For additional information regarding access to the NISO Archives, contact Lauren Brown, Curator, Historical Manuscripts and Archives Department, McKeldin Library, University of Maryland, College Park, MD 20742; telephone (301) 454-2318. For additional information regarding NISO and its current activities, contact Patricia Harris, Executive Director, NISO, National Bureau of Standards, Administration Building 101, RIC - Room E106, Gaithersburg, MD 20899; telephone (301) 975-2814.

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NEW JERSEY

The New Jersey Archives is looking for a new location. Currently housed in the sub-basement of the New Jersey State Library, present facilities are severely overcrowded and do not meet the physical and environmental standards accepted for permanent preservation of historical records. To overcome these deficiencies, funds have been appropriated to find a new permanent location for the Bureau of Archives and Records Preservation.

A feasibility study will be conducted to determine the space and environmental requirements for basic needs, including adequate archival storage area, a manuscript vault, patron research room, microfilm and tape maintenance areas, a processing area, conservation laboratory, exhibit preparation area, and exhibit room.

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Two major contracts have been awarded to develop a long-term conservation program and to restore or preserve selected bound and oversize historical records. This is the first systematic conservation program in the history of the New Jersey State Archives, and its continuation will be an ongoing activity.

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The Bureau of Micrographics and Alternative Records Storage is implementing an automated system that incorporates integrated modules for micrographics service specifications, job costing, work flow tracking, daily productivity reporting, billing, fiscal transaction processing, journal/ledger posting, inventory control, fixed asset monitoring, and financial reporting.

The Bureau manages the New Jersey Central Microfilm Unit, which provides microfilm production services to state agencies at cost. Last year's production was more that 23 million images.

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In 1986, the Bureau of Records Management published and distributed the *New Jersey Local Records Manual* to every municipal clerk, chief finance officer, administrator, and police chief in the state's 567 municipalities. The manual includes ten loose-leaf chapters on specific records management disciplines. Appendices include municipal retention schedules, selected law, legal opinions, and technical standards. Funds for the project were provided in part by a grant from NHPRC. Copies have been distributed to state and territorial archival agencies across the country. There are no restrictions on copying any part of the publication.

Building on this success, the division recently entered into an agreement with the New Jersey Department of Education to produce a *School District Records Manual*, to be published and distributed in 1987.

* *

An exhibition, "New Jersey and the Ratification of the United States Constitution: A Bicentennial Celebration" is being shown at the Rutgers University Library, New Brunswick, NJ, through June 30, 1987. Public documents, newspapers, and manuscripts from the Rutgers Special Collections and Archives illustrate the important role that New Jersey played in writing and ratifying the Constitution. Portions of the original ratification document and protraits of some of its signers are also featured. In conjunction with the exhibit, a pamphlet, *New Jersey and the Ratification of the Constitution: A Transcription of the Ratification Document, Biographies of the Signers, and a Bibliography of Sources* has been published. For further information, please contact Maxine Lurie, Special Collections and Archives, Rutgers University Libraries, New Brunswick, NJ 08903; telehone (201) 932-7006.

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As a follow-up to its *New Jersey Local Records Manual* project, the state's Division of Archives and Records Management prepared a survey to gauge municipal opinion of the manual and of municipal record-keeping problems. The survey generated a 34% response, and results were published in the December, 1986, issue of *New Jersey Municipalities*, the magazine of the New Jersey State League of Municipalities.

Stratification of data by population produced the most significant deviations. For example, an average of 16% more respondents from larger municipalities, i.e., with populations greater than 10,000, expressed interest in specialized record-keeping services than respondents from smaller communities.

Some other results: 76% of all respondents expressed interest in participating in hands-on training sessions. 46% of all respondents expressd interest in using the New Jersey Central Microfilm Unit for production services (filming, processing, etc.) to be provided at cost. 27% of all respondents expressed interest in participating in a regional archives. A significant indicator of the need for records management is the fact that more than 50% of all respondents who indicate dissatisfaction with their current record keeping stated that they intend to make changes.

* *

NEW YORK

The New York State Historical Records Advisory Board has sent Governor Cuomo its 1986 annual report and recommendations on the condition of historical records and historical records programs in New York State. The report notes recent progress on several fronts, and it commends the Cuomo Administration, especially for its efforts to improve the management of state government records. The final section of the report recommends Cuomo Administration action on seven critical issues in 1987 to identify, preserve and make available New York's documentary heritage. One major proposal is for creation of a "Trust for New York's Documentary Heritage," a public-private partnership to build an endowment to rescue and make available historical documents across the state that have the highest enduring importance to the future citizens of the Empire State. A second initiative would enable the New York State Archives to preserve and make available some of New York's most important early records. The report notes that New York continues to lag behind most of the other thirteen original states in its treatment of such key documentation.

The Advisory Board applauds the Cuomo Administration's campaign for better management of state government records, beginning with the Governor's 1985 Executive Order to establish a State Records Management Council chaired by his Special Assistant for Management and Productivity. The Governor's Office of Management and Productivity (OMP) began in 1986 a multi-year effort for State agencies to identify their records systems, adopt appropriate retention and disposition practices, and develop plans to upgrade their administration of records. The OMP is working closely with the State Archives in these efforts, which will lead to better identification and preservation of the archival records of state government.

The Advisory Board report also praises the statewide Judicial Records Disposition and Archival Development Project, carried out by the Office of Court Administration in concert with the State Archives. This multi-year effort is evaluating records throughout the state's unified court system to improve their management and to identify and retain those with continuing legal and research value.

Yet another important initiative, scheduled for completion in 1990, is the Historical Documents Inventory. This statewide survey of historical records, conducted by Cornell University under contract to the State Education Department, is receiving state support under legislation signed by the Governor in 1984. The report describes the survey as a model for the rest of the nation.

In addition to the initiatives above, the report calls for passage of a proposed bill to consolidate and clarify the state's laws pertaining to local government records and it strongly encourages establishment of a regionally-based technical assistance system to serve the needs of both local governments and historical records repositories. The latter proposal, which springs from the Board's comprehensive 1984 report to the Governor on historical records conditions, would provide contractual funds for historical records experts employed by regional sponsors.

The report concludes with a recommendation that the Governor act to ensure retention and sound administration of Executive Chamber records of long-term research value.

* *

The State Archives has installed an information kiosk in the lobby of the Cultural Education Center, the building which serves as its headquaters in Albany. The kiosk uses photographs and document facsimilies to illustrate the variety of historical records held by the Archives. It also explains how the records are used by government officials, businessmen, historians, and teachers, and emphasizes how New Yorkers can ensure that local

government archives and other historical records are preserved and used in their own communities.

* *

"The Promised City: New York and Its Immigrants, 1880-1940," a new photograph exhibition, illustrates the City government's role in the successful integration of millions of foreigners into the social and economic fabric of the City. It opened on Thursday, March 19.

New York City actively sought to shape the acculturation of its new residents. The exhibition focuses on the ethnic economy, education, health and the ecology of the immigrant neighborhoods. Pushcarts and City markets, playgrounds and night schools, public baths and bridge-building brought the immigrants together and shaped their future.

The exhibition is free and open to the public, Monday through Friday,9 am to 5 pm, through September 4, in the lobby of the Surrogate's Court at 31 Chambers Street, Manhattan.

Major support has been provided by the New York State Council on the Arts, and the Municipal Archives Reference and Research Fund. Jenna Weissman Joselit is the curator and the designer is Ray Ring.

As a result of happenstance, and good fortune for historians, the Queens Borough Public Library recently acquired a trove of documents and memorabilia that details the life of the Neophytes, a Klan unit that operated in the borough during the mid-1920's. At the time, the KKK was at its zenith, with an estimated 2 million members nationwide.

The materials were purchased from an antiques dealer who had bought the contents of a Jamaica home once occupied by Charles M. Wagner, now deceased, who was the Neophytes' so-called Ruwasah, or recording secretary. Library officials learned that the materials existed only after being alerted to the presence of several ledgers in a garbage can outside the residence. The papers are presumed to be the most detailed collection on a single KKK local to be found anywhere.

The collection includes photographs, membership lists and minutes of meetings. It is now on file in the Long Island Room at the Central Library in Jamaica.

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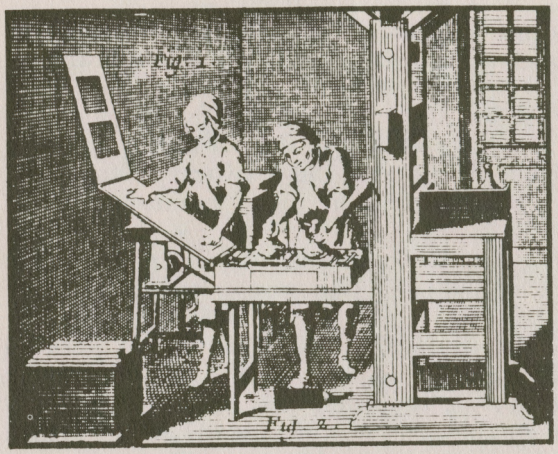
The Rossmarck Brewery —*Maryland Historical Society*



PRESERVATION NEWS

Copies of the papers presented at the Preservation Photocopying in Libraries and Archives Conference held at NARA in December are available, upon request, from Alan Calmas, Preservation Officer, National Archives and Records Administration, Washington, DC 20408. They will be published in *Restaurator*, the International Journal for the Preservation of Library and Archival Material, in the summer.

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The Library of Congress has contracted with Texas Alkyls, Inc., of Houston, TX to undertake engineering studies and to redesign a pilot book deacidification facility. The purpose of the pilot facility is to test and verify the design features of the chemical delivery system for the large-scale facility and to continue to refine process parameters. Texas Alkyls has extensive experience in the safe handling of chemical compounds such as diethyl zinc (DEZ), which will be used to deacidify book papers. Start-up of the pilot facility is scheduled for October.

The project remains controversial, but Deputy Librarian of Congress William Welsh and Preservation Director Peter Sparks have "vigorously defended both the rationale and the openess of the project," as reported in the February issue of *American Libraries*.

Preservation specialist George Cunha is currently completing an evaluative study of major deacidification processes in the US and Europe for *Library Technology Reports*, issued by the American Library Association, which is expected to appear in the spring.

* *

The Conservation Center for Art and Historic Artifacts is entering the second year of a three-year grant from the National Endowment for the Humanities to support its conservation survey program for selected repositories in the mid-Atlantic region. Surveys are undertaken at a nominal cost to CCAHA members; institutional membership is $50 per year. Archives, libraries, historical societies and records repositories are invited to submit a letter of application describing the nature, size and preservation needs of the collection, past and present preservation efforts and the goal of the survey. Preference will be given to institutions (1) with collections of unique material of significant research value, (2) willing to make a commitment to implementing a long-term preservation plan, and (3) that can demonstrate financial need. Selections are made twice a year; applications that are not accepted in one round may be reconsidered in future rounds. The Center will continue to provide surveys at full cost to those institutions who cannot meet the subsidized survey criteria. Letters of application should be sent to Lois Olcott Price, Senior Conservator, Conservation Center for Art and Historic Artifacts, 264 South 23rd Street, Philadelphia, PA 19103.

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The Microfilm Services Department at the Northeast Document Conservation Center has expanded its microfilming laboratory and its capacity to perform services for its clients. NEDCC's staff is trained to deal with valuable and fragile historic books and documents; they are also experienced in filming newspapers, architectural drawings, photographic negatives, scrapbooks and other objects considered difficult to film. In addition to producing and duplicating microfilms, NEDCC offers long-term remote storage for microfilm masters under controlled environmental conditions. Members of the staff are available to advise clients on the selection and preparation of material for filming, as well as technical specifications for filming projects and the costs. To obtain more information, contact NEDCC, Abbot Hall, 24 School Street, Andover, MA 01810.

* *

Karen Motylewski has joined the NEDCC staff as Director of Field Services. Motylewski will manage the Field Service Office, administer NEDCC's consulting services and on-site preservation surveys, and head the Center's disaster assistance program.

* *

Guidelines and application forms are now available for the 1987/88 New York State Discretionary Grant Program for Conservation/Preservation of Library Research Materials. This program, authorized as part of the landmark 1984 library legislation and

expanded in 1986 legislation, provides modest financial support for projects to preserve research materials in libraries, archives, historical societies and similar agencies within New York State. The main purpose of the program is to foster both preservation and accessibility of research materials, to promote the use and further development of guidelines and technical standards for conservation and preservation, and to support the growth of local and cooperative activities within the context of the emerging national preservation program. For more information about the program, contact Connie Brooks, Conservation/Preservation Program, Division of Library Development, New York State Library, 10C47 Cultural Education Center, Albany, NY 12230.

* *

Wei T'o Associates has improved its nonacqueousdeacidification sprays and solutions in response to requests for pH neutral deacidification agents and for elimination of all ink stability problems, particularly in graphic arts. This new technology avoids the use of an alcohol co-solvent and the higher alkalinity of magnesium, which may cause color changes or smudging of sensitive inks. Additional information can be obtained from Wei T'o Associates, Inc., P.O. Box 40, Matteson, IL 60443.

* *

The research collections of the New York Public Library are being cleaned in a Collection Cleaning Project, funded with a $1 million grant from Philip Morris Companies, Inc. This is the largest contribution made to date by a corporation toward the problem of book conservation. The Library's 3.5 million volumes shelved in 88 miles of book stacks on Fifth Avenue will be individually cleaned by a team of specialists headed by Nonna Rinck, a conservationist and librarian who emigrated from the Soviet Union eight years ago.

* *

Peter Winterble has been appointed Program Officer at the Council on Library Resources, Washington, DC, with primary responsibility for the organization, management, and communications for the Council's Commission of Preservation and Access. Winterble comes to the Council from the National Trust for Historic Preservation where he was responsible for strategic planning and budgeting.

* *

The Illuminating Society of North America has reestablished its Museum and Art Gallery Lighting Committee. The Committee is concerned with the principles and recommended practices of museum lighting, including light levels, light sources, minimizing light damage to museum objects, specific museum lighting problems, etc. For more information, contact Raymond Grenald, Chair, 11801 West Olympic Blvd., Los Angeles, CA 90064 or Daniel Howell, Natural History Museum of Los Angeles County, 900 Exposition Blvd., Los Angeles, CA 90007.

* *

CURRENT READING

Three articles in the Spring 1986 issue of the *Journal* of the American Institute for Conservation (25:1) are of particular interest. "The Diffusion of Sulpher Dioxide in Air Through Stacked Layers of Paper," by Michael Dimitroff and James W. Lacksonen (pp. 31-37) is a study of the diffusion phenomena in paper to examine the penetration of air pollutants; the authors conclude that more research is necessary. "An Evaluation of Orthophenyl phenol as a Fungicidal Fumigant for Archives and Libraries," by John H. Haines and Stuart A. Kohler (pp. 49-55) reports the results of tests using O-phenyl phenol (OPP) and thymol which demonstrated that neither is totally effective in preventing fungus spores from germinating. "Vapor Phase Consolidation of Books with the Parylene Polymers," by Bruce J. Humphrey (pp. 15-29) discusses the application of parylene technology to the mass conservation of brittle books. The results of the author's testing are reviewed and the strengths and weaknesses of the method are discussed. The procedure is not reversible. The author is working with the Library of Congress to conduct large-scale testing of the procedure.

* *

Library Resources and Technical Services, 30:4 (October-December 1986) contains two articles on preservation that are beyond routine interest. In "Selection for Preservation: A Materialistic Approach," Ross W. Atkinson takes a clear look at the decision-making process for preservation and suggests "a rudimentary typology of preservation." He observes that while the decision-making process is key to the preservation effort, little to date has been published that describes the criteria and process of selection for preservation. He identifies four aspects of the process and divides materials into three classes for the decision-making process. The paper is followed by "Further Thoughts ..." by Margaret S. Child, an amplification of Atkinson's analysis, with a strategy for the preservation of research collections through reproduction, primarily microfilming. She urges that non-book materials be considered when developing an overall strategy for preservation. Appended is NARA's statement, "Qualities and Characteristics of Records with Intrinsic Value" (1982).

* *

PRESERVATION CALENDAR

April 27-28: Chicago. "Disaster Planning and Recovery," a course sponsored by the American Management Association. Contact: Mr. Lonnie Ford, American Management Association, P.O. Box 319, Saranac Lake, NY 12983.

April 30-May 1: Hartford, CT. "Conservation and Management of Photographic Collections," conducted by the Northeast Document Conservation Center at the Connecticut Historical Society. Contact: Gay Tracy, NEDCC, Abbot Hall, 24 School Street, Andover, MA 01810.

May 19-22: Washington, DC. "Integrated Pest Management for Museums," workshop offered by the Office of Museum Services, Smithsonian Institution. To accquaint participants with the pests which endanger museum collections. Fee $85. Contact: Office of Museum Studies, Smithsonian Institution, A&I Building, Room 2235, Washington, DC 20560.

May 20-22: Rochester, NY. "Binding: Planning and Quality," seminar for librarians and others with little background in printing production planning and bindery technology. Tuition $495. Contact: T&E Seminar Center, Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, NY 14623.

May 20-24: Vancouver, BC. American Institute for Conservation Annual Meeting, Hotel Vancouver. Contact: AIC, Klingle Mansion, 3545 Williamsburg Lane, NW, Washington, DC 20008.

May 27-29: Rochester, NY. "Printing Ink Technology." The program will provide a logical analysis of ink formations based on the printing process for which they have been developed, the end use of the printed matter, and the nature of the substrate being used. It should be of value to book and paper conservators and preservation specialists in libraries and archives. Tuition $495. Contact: T&E Seminar Center, Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, NY 14623.

June 10-12: Washington, DC. "Museum Lighting," a workshop offered by the Office of Museum Services, Smithsonian Institution. Designed for those who have little or no experience with the design of lighting systems, to learn basic principles, theoretical and practical, of museum lighting. Fee $85. Contact: Office of Museum Services, Smithsonian Institution, A&I Building, Room 2235, Washington, DC 20560.

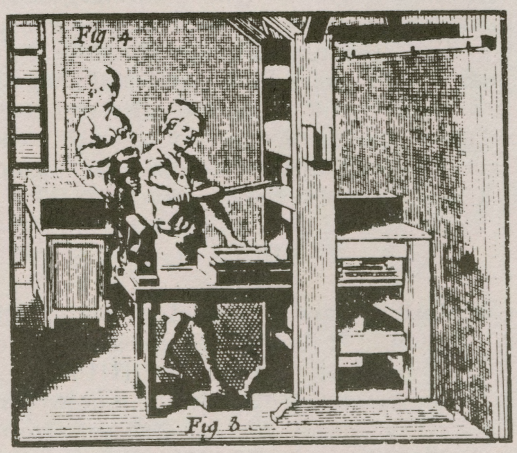
June 11-12: San Francisco. "Disaster Planning and Recovery," a course sponsored by the American Management Association. Contact: Mr. Lonnie Ford, American Managment Asociation, P.O. Box 319, Saranac Lake, NY 12983.

June 22-25: Mt. Carroll, IL. "Conservation of Works of Art on Paper," a workshop given by Mary Lee Wood, Art Institute of Chicago, for curatorial personnel. The workshop will include two days of general instruction and two days of hands-on practice. Tuition: $260; room and board on the campus are $35 per day. Contact: Campbell Center, P.O. Box 66, Mt. Carroll, IL 61053.

June 27: San Francisco, CA. "Preservation Education in Libraries: Ways and Means," sponsored by the Preservation of Library Materials Section, American Library Association. Contact: Ann Menendez, RTSD Office, American Library Association, 50 East Huron Street, Chicago, IL 60611.

July 6-10: Washington, DC. "Principles of Conservation and Preventive Care," workshop offered by the Office of Museum Services, Smithsonian Institution. Specifically designed for nonconservators; covers general principles of preserving and caring for collections. Contact: Office of Museum Services, Smithsonian Institution, A&I Building, Room 2235, Washington, DC 20560.

- Susan Garretson Swartzburg



PEOPLE

DON C. SKEMER has been appointed as Head of Special Collections, State University of New York at Albany. He formerly served as Director of Publications at the New Jersey Historical Society.

* *

DANIEL J. BOORSTIN, the Librarian of Congress, will leave his position on June 15, 1987, in order to devote more time to writing and lecturing. The twelfth Librarian of Congress, he has held the office since 1975.

* *

MARY VINES has been appointed Deputy Director of the Albany (NY) Hall of Records.

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GREGORY S. HUNTER has been promoted at ITT Corporation's World Headquarters. In addition to his present responsibilities for archives, records management, and micrographics, he will be assuming responsibilities for Headquarters telecommunications, telephone, and mail services.

* *

TRUDY HUSKAMP PETERSON has been named Assistant Archivist and Director of the Office of the National Archives and Records Administration.

* *

JUDITH ROBINS has been appointed Assistant Archivist at Thomas Jefferson University in Philadelphia. She was formerly Reference Archivist at Bowling Green University.

* *

KATHLEEN KIRWAN has been appointed Exhibition Coordinator and Associate Public Records Officer for the Department of Records and Information Services of New York City. She leaves New York University's Wagner Labor Archives where she was Curator of the non-print collections.

* *

LUCINDA MANNING has been named Archivist and Resource Manager of the Women's Collection at Barnard College. She was previously a field archivist and archivist for the United Federation of Teachers Collection at the Wagner Labor Archives, New York University.

* *

ERICKA THICKMAN MILLER announces a recent acquisition: daughter Miriam Joan arrived December 26, 1986. Born at 6 pounds, 12 ounces, and 20 inches, Miriam has already attended her first MARAC Publications Committee meeting.

* *

RICHMOND DEAN WILLIAMS, who recently took early retirement as librarian from the Hagley Museum and Library (formerly the Eleutherian Mills Historical Library), has started a private appraising and consulting practice. He may be reached at 202 Brecks Lane, Wilmington DE 19807; telephone (302) 654-0986.

* *

ROLAND BAUMANN, formerly with the Pennsylvania Historical and Museum Commission, and long-time MARAC member, has been appointed Archivist at Oberlin College.

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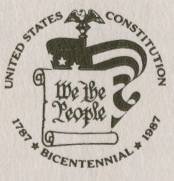
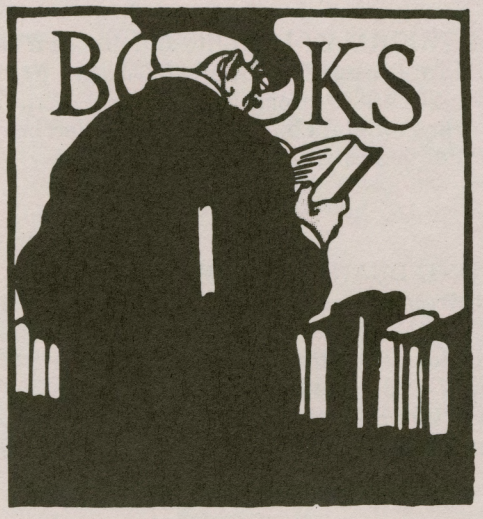
TIMOTHY D. MURRAY has been appointed Manuscripts Librarian at the University of Delaware.

* *

JAMES E. O'NEILL, Assistant Archivist for Presidential Libraries at the National Archives, died March 6. Dr. O'Neill joined the National Archives in 1969 as director of the first Presidential Library, the Franklin D. Roosevelt Library in Hyde Park, NY. As Assistant Archivist for Presidential Libraries, he administered the eight existing Presidential libraries, oversaw the opening of the Ford and Carter libraries, and served as liason between the National Archives and the Presidents.





REFERENCE SHELF

Proceedings of the Symposium on the Appraisal of Architectural Records. Cambridge: Massachusetts Committee for the Preservation of Architectural Records, 1987. Available for $15.00, including shipping, from Mass COPAR, P.O. Box 129, Cambridge, MA 02142.

The talks and discussions presented at the symposium in April 1985 have been edited, updated, and are now available. Topics include copyright, legal requirements of appraisal, estate planning, insurance, tax policy, the sale and marketing of drawings, and the impact of these issues on archives. Appendices provide bibliographies on organization, conservation, and appraisal of architectural records; a list of printed guides to architectural records; and a geographic listing of organizations and regional repositories concerned with architectural archives.

* *

Handbook for the Recovery of Water Damaged Business Records by Julia Niebuhr Eulenberg. Prairie Village, Kansas: ARMA International, 1986. $18 members, $23 non-members. 55 pages, indexed. ISBN 0-933887-17-5.

This handbook covers all types of business records found in modern offices (paper, floppy disks and other magnetic media, micrographics and other photographic materials, and other more specialized materials such as may be used for engineering and architectural records) and all types of disasters involving water, including fire. The first section briefly covers preplanning techniques, stressing the need for a disaster plan and recovery team. The major portion of the book deals with the recovery guidelines and techniques. The *Handbook* concludes with a discussion of problems that should be considered during the recovery period, including chemical contamination and security. Appendices are devoted to supplies (including the contents of a disaster recovery supplies box); the structure and responsibilities of the disaster recovery team; sources of supplies and advice; a chart outlining recovery priorities by type of media; initial and follow-up salvage techniques; comments; and a glossary.

* *

"Archival Management and Librarianship: An Exploration of Prospects for their Integration" by Richard C. Berner, in *Advances in Librarianship*, vol. 14 (1986), pp. 253-283.

This article describes the inadequacy of library cataloging systems and techniques for cataloging manuscript and archival collections. Berner cites obstacles to a desired integration of arrangement and description, based on the fundamental archival principle of provenance: the institutional setting of most archival repositories; the hostility or indifference of both the library and history professions to establishing adequate educational programs; and the failure of systems currently used to catalogue collections, such as NUCMC, NISTF, and RLIN to move beyond an "impressionistic scope and content note tied to no particular finding aid."

* *

Archives and Library Administration: Divergent Traditions and Current Concerns, Lawrence McCrank, editor. Available from The Haworth Press, 12 West 32nd Street, New York, NY 10001. $24.95. ISBN 0-86656-590-6.

This volume focuses on the effective management of library archives, presenting perspectives and first-hand accounts from experienced and successful administrators in the field. The contributors examine the differences, and similarities, in the management of archives and other library/information centers, providing valuable insights into the different management styles, decisions, and planning techniques.

* *

The Society of Florida Archivists *Newsletter* vol. 4, no. 3 (Winter 1986) contains two short articles of interest: "USMARC Archival and Manuscript Control (AMC) Format" and "Archives and Records Management Software: An Overview." For further information, contact Susan Potts, Florida State Archives, R.A. Gray Building, Talahassee, FL 32399-0250.

* *

Photograph Collections in the Rockefeller Archive Center details the many important photographic materials at the Rockefeller University. The collections document the activities of organizations that have had a seminal influence in medicine, the biological and physical sciences, agriculture, public health, education, the humanities, and the social sciences in the United States and around the world. Many of the photographs were taken in third world countries in the early twentieth century. They document not only the work of the organizations but also the societies and cultures in which they worked. Only processed photographs are included. Each collection is described by inclusive dates, an item count, types of images, and a statement of scope. A subject index is included. For further information, contact Claire Collier, Rockefeller Archive Center, Pocantico Hills, North Tarrytown, NY 10591-1598; telephone (914) 631-4505.

* *

An Inventory to the Records of the Central Relief Committee, 1914-1918, compiled by Roger S. Kohn, Alizah Zinberg, and Barbara Martin. New York: Yeshiva University Archives, 1986.

A guide to the records of an organization established by the Union of Orthodox Congregations on October 4, 1914, three months after the outbreak of World War I, to provide relief to Jewish communities suffering during the conflict, especially in Turkish-ruled Palestine. The organization remained active until 1950. Future inventories will cover the post World War I period. Included are an organizational history, scope and content note, and box and folder list. The collection comprises 41 linear feet. For further information, contact Roger S, Kohn, Yeshiva University Archives, 500 West 185th Street, New York, NY 10033.

* *

The newly revised edition of the *Guide to Record Retention Requirements in the Code of Federal Regulations*, a 355-page digest of federal regulations relating to the maintenance of public records, is now available. The cost is $10. Contact the Superintendent of Documents, Government Printing Office, Washington, DC 20402.

* *

"Photographic Collections and Congressional History" by John M. Caldwell and John R. Lovett, Jr. appears in *Extensions*, Fall 1986, pp. 12-13.

A discussion of the processing, preservation, and cataloging of photographic collections within Congressional papers. For further information, contact The Carl Albert Congressional Research and Studies Center, 630 Parrington Oval, Room 106, Norman, OK 73019; telephone (405) 325-6372.

* *

Two useful articles have been published in the *Association of British Columbia Archivists Newsletter* vol. 12, no. 5, Winter 1987. They are, "The Computer/Archives Interface: Getting Started" by Christopher L. Hives and Laurenda Daniells and "Hospital Archives: A Professional Challenge" by Robin G. Keirstead. For futher information, contact Gary Mitchell, Records Management Branch, 865 Yates Street, Victoria, British Columbia, Canada V8V 1X4; telephone (604) 387-4128.

* *

Performing Arts Annual, edited by Iris Newsom. Washington, DC: Library of Congress, 1986. 180 pp; $18; available by mail from the Superintendent of Documents, US Government Printing Office, Washington, DC 20402 (stock number 030-001-00115-6).

This new publication contains seven feature articles which draw on the Library's collections pertaining to the performing arts. Articles in this premiere issue include the story of Pancho Villa's contract with a movie company to film the Mexican revolution; design motifs in Fritz Lang's early movie *Die Nibelungen;* the story of American diva Geraldine Farrar's "retirement" from the Metropolitan Opera in 1922; a celebration of Presidential inaugural concerts; a reminiscence by actor True Boardman; an appreciation of bygone movie palaces, and a look at dance in the movies from Debbie Reynolds to Rudolf Nureyev.

Designed to appeal to a broad popular audience, *Performing Arts Annual* is extensively illustrated. Brief articles on the Library's collections and activities in the arts are also included.

* *

AUTHOR'S QUERY

The author of an introductory textbook on archives and manuscripts is seeking the following items for use in the book: photographs of archival facilities and archival procedures in action (appraisal, arrangement, etc.); sample policy statements and forms; and case studies of successful archival situtations. Items should be sent to: Gregory S. Hunter, ITT Corporation, 320 Park Avenue, New York, NY 10022.

EMPLOYMENT OPPORTUNITIES

REFERENCE ARCHIVIST, Archives of the Billy Graham Center. Responsibilities will include supervising the archival reading room, answering phone and letter reference requests, conducting entrance and exit interviews, processing collections, leading (in cooperation with other staff) class sessions of orientation to the archives and the methods of archival research. Qualifications: archival training at a graduate level, a social science or history graduate degree, archival experience. Substantial knowledge about the twentieth-century history of North American Protestant missions and evangelism very desirable. Send cover letter, resume and three references to: The Director of Human Resources, Trygve Larsen, Wheaton College, Wheaton, Illinois 60187. Wheaton College complies with federal and state requirements for nondiscrimination in employment.

* *

ARCHIVIST, The City of Independence, Missouri. Responsible for maintaining the records of the city and directing the archives of the Jackson County Historical Society. Principal duties are arranging, describing, preserving, and making available to researchers 3,000 cubic feet of historical materials of nineteenth and twentieth century origin in the Jackson County Historical Society Archives. Requires extensive work in manuscript and photographic conservation. The position requires supervising and developing a reference staff comprised primarily of volunteers; the preparation of applications for grant assistance; and initiating the development of municipal archives. Salary range: $18,000 - $20,000. This position is a contract position with the City of Independence, Missouri and no fringe benefits are available to contract employees. Minimum requirements: Bachelor's degree, preferably in history with training in archival theory and procedures and one to two full-time years hands-on experience in archival activities. Master's degree preferred. Send cover letter, resume and three references to: City of Independence Perrsonnel Department, 111 East Maple, Independence, MO 64050. Application deadline: April 1. EOE M/F/H.

* *

PHOTO ARCHIVIST. Full-time temporary (up to two years) position available, to oversee a special project to establish physical and intellectual control over the photograph collection of the Edison Archives. The collection contains an estimated 60,000 images in the form of historic and modern prints, glass and film negatives and photograph albums, documenting the life and times, inventive career and business enterprises of Thomas Alva Edison. Responsibilities will include storage management, cataloging, preservation administration, and the publication of a guide to the collection and the development of a system for public access to a reproduction format. The Edison National Historic Site is located in West Orange, NJ, approximately 15 miles from New York City and easlily reached by public transportation or car. $18,358 per annum (GS 7). US citizenship and submission of SF 171 application form required. For full details and a complete position description, please contact: Mary B. Bowling, Archivist, Edison National Historic Site, Main Street and Lakeside Avenue, West Orange, NJ 07052; telephone (201) 736-0550.

* *

PROJECT ARCHIVIST. Two-year NHPRC funded program to develop a Religious Archives Technical Assistance Project which will consist of planning workshops, on-site archival consultations, and cooperative programs such as joint purchase of supplies, development of in-service training programs and the development of cooperative technical services. Qualifications: Master's degree in the humanities or library science and archival training. Three years of broad range experience including arrangement and description, archival management, conservation and planning. Strong writing and inter-personal skills required. Consulting experience desirable. Starting date: August 1, 1987. Salary: $28,000 plus standard benefits. The project will operate under the auspices of Archivists in Religious Institutions and will be headquartered in New York City. Send letter of application and resume with the names of three references by June 1, 1987 to: Thomas Wilsted, Project Co-Director, The Salvation Army Archives and Research Center, 145 West 15th Street, New York, NY 10011.

* *

ARCHIVAL EDUCATION SPECIALIST, for a New England Archivists-sponsored grant project, based at The University of Connecticut; 18 months appointment, funded by NHPRC. Reports to Director of Historical Manuscripts and Archives (Project Director), in conjunction with NEA Education Project Committee and an Advisory Board (representing diverse historical records groups in six states). Duties: to plan, publicize and conduct a series of basic archival education workshops in the six-state region; to exchange information with other professional organizations; to provide information and advice on archival/historical records programs; to coordinate project activities and prepare project reports. Requirements: Master's degree in archival management, history, library science, or related field; 2-3 years archival experience; demonstrated teaching

ability/experience, preferably including archival workshops; driver's license for reimbursed travel. Starting salary up to $25,000, depending on experience and qualifications; liberal benefits. Send resume and cover letter to: Randall Jimerson, Director of Historical Manuscripts and Archives, Box U-205, University of Connecticut, Storrs CT 06268. Application deadline: June 15.

* *

ARCHIVIST, Supreme Judicial Court, Commonwealth of Massachusetts. Plans, organizes and participates in the conduct of an archival conservation/preservation program which includes all aspects of archival activity. Works with the Director, other archivists and conservators of the division of Archives and Records Preservation to design and execute archival, conservation and preservation programs applicable to all Massachusetts court records and to the establishment of a judicial archives of historically valuable collections. Duties: participates in planning and makes recommendations for surveys of records of all court departments, for records maintenance and mircro-reproduction policies, and for retentions schedules; recommends priorities, develops and coordinates archival projects, and devises and directs archival processing of specific collections; prepares reports on programs and maintains files and inventories; plans for and supervises preparation of materials to be included in the judicial archives; prepares budgets and schedules for specific projects as assigned; assists researchers; recruits, trains and supervises archival aids and interns; participates in educational, outreach and field service programs involving travel throughout the Commonwealth as required. Qualifications: graduate degree in history, archives or library science, or equivalent experience; knowledge of archival theory and methods applicable to large document collections; ability to work independently as well as in collaboration on team projects; proficient in written and oral communication; two to three years of archival experience with some supervisory experience; familiarity with records management and with micrographics preferred; knowledge of legal records and court organization desirable. Starting salary: $20,060 (Grade 13). Application deadline: May 15. Send resume and three references to: Mary Eleanor Murphy, Acting Director, Archives and Records Preservation, Supreme Judicial Court, 1300 New Courthouse, Boston, MA 02108.

* *

Three archival assistant positions will be available in the Medical Archives of the Johns Hopkins Medical Institutions as of July 1, 1987. For details, please contact Nancy McCall, Medical Archives, 35 Turner, Johns Hopkins University School of Medicine, 720 Rutland Avenue, Baltimore, MD 21205; telephone (310) 955-3043.

* *

HISTORICAL EDITOR. The Thomas A. Edison Papers is seeking an editorial associate to organize, select, and index documents in the archives of the Edison National Historic Site in West Orange, NJ, and to prepare them for microfilm publication. Qualifications: M.A. in history, and training or experience in archives management required; background in business and economic history, nineteenth-century social history, or history of technology desired. Send resume and names of three references to: Thomas A. Edison Papers, Rutgers, The State University, New Brunswick, NJ 08903. Application deadline: May 15.

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ARCHIVIST'S CALENDAR

continued from page 3

The National Council on Public History and the Society for History in the Federal Government will co-sponsor a national meeting in Washington, DC, April 24-26, 1987. The meeting will be held at the Hyatt Regency Capitol Hill Hotel. The program reflects both the diversity of public history activities and the increasing intellectual and methodological sophistication of many who do historical work in the public realm. Sessions will include research, writing and publishing in professional journals and scholarly or commercial presses; contemporary archival issues; the context and significance of landmarks of women's history; historical approaches to cultural resource management and public policy; display and interpretation of history; and history written in and about federal agencies. For more information, contact Pat Harahan, (703) 569-9684, or Jannelle Warren-Findley, (703) 323-2546, the NCPH conference co-chairs; or Jamil Zainaldin, (202) 393-5400, the SHFG co-chair.

The meeting program will be preceded by a day-long workshop on April 23. Entitled, "Varieties of History in the Federal Government," it is designed for faculty and students in public history, government historians, archivists, consultants, contractors and other professionals who desire broader exposure to the federal history process. For more information, contact Jack Holl, workshop chair, at (202) 252-5235.

* *

Organizing and Preserving Architectural Records, an introductory workshop, will be held May 18, 1987 in Brookline, MA. Presented by Mass COPAR and the New England Museums Association at the Longyear Historical Society with demonstrations at the Olmstead Site. The workshop will be oriented toward agencies and institutions with small to medium sized collections. It is supported in part by the Massachusetts Council on the Arts and Humanities. For additional information, contact NEMA, Boston National Historical Park, Charlestown Navy Yard, Boston, MA 02129.

**

Jointly sponsored by the Society of California Archivists, the California State Archives and UCLA, the Western Archives Institute offers the opportunity to learn archival practice and theory from professionals working in the field. This in-depth, two-week institute, held on the UCLA campus will feature Dr. James B. Rhoads and Ann Morgan Campbell as well as tours of archival, records management and conservation facilities in the Los Angeles area. A diverse faculty of over 30 working professionals will teach classes in archival and manuscript processing, reference, outreach, administration, conservation, photographs, micrographics, oral history, records management, non-paper media and new technologies. The institute will be held July 20-31, 1987; registration fee $400. For information on housing and further details on course content, contact Western Archives Institute, California State Archives, 1020 "O" Street, Suite 130, Sacramento, CA 95814; telephone (916) 445-4294.

**

The annual meeting of the National Association of Government Archives and Records Administrators (NAGARA) will take place in Atlanta, GA, July 22-25, 1987. For further information, contact Bruce Dearstyne, New York State Archives, 10A75 Cultural Education Center, Albany, NY 12230.

**

The Preconference of the Rare Books and Manuscripts Section of the Association of College and Research Libraries will examine the relationship between special collections and scholarly trends in the humanities. The Preconference will take place June 23-26, 1987 at Stanford University. For further information, contact the American Library Association, 50 East Huron Street, Chicago, IL 60611.

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1830 —*Enoch Pratt Free Library*

Brother Denis Sennett
MARAC Secretary
Friars of the Atonement Archives
Graymoor
Garrison, NY 10524

Bulk Rate
US Postage
PAID
Alexandria, VA
Permit No. 729

200135
Frederic M. Cramer
123 East 23rd street
Ship Bottom, NJ 08008

TIME VALUE MAIL

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The *mid-atlantic archivist (maa)* is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, and West Virginia; and the District of Columbia. MARAC seeks to promote the professional welfare of its members; to affect cooperation amongst individuals concerned with the documentation of the human experience; to enhance the exchange of information between colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audiovisual and related special research collections, and records managers; and to encourage professional involvement of persons actively engaged in the preservation and use of all types of historical research materials. Individual yearly membership dues are $10.00. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase yearly subscriptions to *maa* for $ 10.00. Requests for back copies of *maa* ($1.25 each copy) and membership applications should be addressed to: Brother Denis Sennett, MARAC Secretary, Friars of the Atonement Archives, Graymoor, Garrison, NY 10524. Items submitted for *maa* publication should be typed and double-spaced. Send material to: Ronald L. Becker, Department of Special Collections and Archives, Alexander Library, Rutgers University, New Brunswick, NJ 08903; telephone (201) 932-7006/7527. Deadlines are the first of March, June, September and December.

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